Information Technology Project Management Certification

Office of the CIO

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Agenda

- IT PM Certification Driver
- IT PM Certification Governance
- Development Methodology
- Strategy
- Status
- Pros and Cons
- Lessons Learned

IT PM Certification Driver

- FY 04 OMB Budget Pass-back directed that all major investments must be led by a "qualified" project manager or risk loss of funding.

IT PM Certification Governance

- Capital Planning and Investment Control (CPIC)
- The DOE IT Reporting for Budget Submission, (Exhibit 300) submission process categorizes the investment level.
- Exhibit 300 submission review process validates project manager certification status.
- Quarterly Exhibit 300 Control Review process monitors project manager progress towards certification.
- Integration with CPIC activities.

Development Methodology

- **Researched private industry.**
  - E.g., Project Management Institute (PMI), ESI International, Management Concepts, George Washington University, and American University
- **Researched other Federal Agencies.**
  - E.g., NASA, USDA, DOJ, HUD, GSA (STAR program), OPM, Federal CIO Council, and National Defense University
- **Researched DOE's Project Management Career Development Program (PMCPD).**

Development Methodology (continued)

- The Office of the CIO partnered with the Office of Engineering and Construction Management to establish a certification process similar to the PMCDP but specifically responsive to IT requirements.

- The IT PM Certification process leverages existing PMCDP training courses whenever possible.

Strategy

- Determine "universe"
- Determine "qualified"
- Plan to get "universe" to "qualified"
- Meet 1 October 2003 deadline
- Institutionalize out years integration with CPIC

Strategy (continued)

- Three-levels of IT investments:
  - ☐ **Level 1**: targeted at directors of infrastructure/legacy type systems, maintenance, modification of existing systems, single function, single office, and/or low policy impact, less than $2M.

  - ☐ **Level 2:** targeted at directors of more complex systems, multiple-DOE components, multi-function, political, high policy impact, inter-departmental, inter-program, inter-agency, mission critical, financial, new development, and/or multi-year, greater than $2M.

  - ☐ **Level 3**: targeted at directors of portfolio investments of Level 2 and Level 1 systems investments.

Strategy (continued)

- For Level 1 certification the candidate must have:
  - PM Essentials Module 1 or equivalent (be a certified PM from the Project Management Institute or score a passing grade on the PM assessment);
  - COR/COTR training;
  - Earned Value Management System (EVMS) training; and
  - 3 years project management experience.

Strategy (continued)

- For Level 2 certification the candidate must have:
    - The IT Level 1 Certification;
    - Advanced Concepts in Project Management;
    - Risk Management training; and
    - 5 years of project management experience.

Strategy (continued)

- For Level 3 certification the candidate must have:
  - ☐ The IT Level 2 Certification;
  - ☐ Project Management & Portfolio Analysis Simulation;
  - ☐ Federal Budget Process training; and
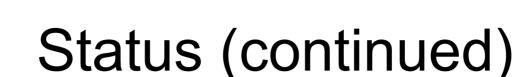 - ☐ 7 years of project management experience.

Status

- The majority of IT investments are classified as Level 1 or 2.

- Some over-arching Exhibit 300 IT investments have been identified as Level 3, e.g., I-Manage; ASCI.

Status (continued)

- Program is being adopted by other Agencies and Departments.

- Federal CIO Council's Federal IT Project Manager Initiative may impact certification process. The OCIO provided DOE comments to the Federal CIO Council on the draft initiative.

Status (continued)

- 61 Project Managers have been certified at Level 1 since FY 03.

- 5 Project Managers have been certified at Level 2 since FY 03.

- 4 Project Managers require Level 1 certification by end of FY 04.

Pros and Cons

- Pros:

  - Meets the OMB requirements for "qualified" project manager.

  - Provides consistent certification standards.

- Cons:

  - Changing playing field – OMB changes requirements, e.g., EVMS moved from Level 2 to Level 1 requirements.

  - Governance issue – who should own, such as training/certification program.

Lessons Learned

- Resolve governance early.
- Assessment test provide an independent control for determining a candidates competency.
- Continuing education recommended.
- Be Flexible.
- Use what is already available.
- Web site provides visibility.
- Communicate, communicate, communicate.

Web Site

- http://cio.doe.gov/ITReform/Planning/ITPMCertification/index.htm

- This presentation may be downloaded from the web at:
  http://cio.doe.gov/ITReform/Planning/ITPMCertification/PMCertifiedBackground.htm